

**PLANNING STAFF**  
**WEEKLY REPORT FOR PERIOD ENDING 29 NOVEMBER 1988**

**I. Progress Report on Tasks Assigned by the DCI/DDCI:**

**II. Items or Events of Major Interest that have Occurred During the Preceding Week:**

**A. PLANNING:**

(1) Preliminary planning for the First Quarterly review of FY 89 began with a request to OL group chiefs and their staffs for suggested topics and speakers for the Quarterly meeting to be held on 26 and 27 January 1989. The memorandum also requested reports on significant activities for the Quarter to be submitted on 20 December 1988 and statistical summaries of accomplishments on 6 January 1989. Updated milestone charts, reporting progress through the end of the 1st Quarter on achieving Directorate- and Office-level objectives were also requested to be submitted to the Staff by 30 December 1988.

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**B. REGULATIONS:**

(1) The following Agency regulations originating outside OL were reviewed, revisionary comments forwarded where applicable, and OL concurrence granted:

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(2) The following Logistics Regulatory Issuances or Agency Regulations are in process:

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(3) A draft EB is underway alerting employees of increased demands for copier paper and associated recommendations for conservation.

III. Significant Events Anticipated During the Coming Week:

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IV. Perspective of Staff Activity:

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